



Building Division

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## RESIDENTIAL AND NON-RESIDENTIAL CHECKLIST FOR PERMITTING ELECTRIC VEHICLES & ELECTRIC VEHICLE SERVICE EQUIPMENT (EVSE)

Please complete the following information related to permitting and installation of Electric Vehicle Service Equipment (EVSE) as a supplement to the application for a building permit. This checklist contains the technical aspects of EVSE installations and is intended to help expedite permitting and use for electric vehicle charging.

Upon this checklist being deemed complete, a permit shall be issued to the applicant. However, if it is determined that the installation might have a specific adverse impact on public health or safety, additional verification will be required before a permit can be issued.

This checklist substantially follows the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" contained in the Governor's Office of Planning and Research "Zero Emission Vehicles in California: Community Readiness Guidebook" and is purposed to augment the guidebook's checklist.

Job Address: \_\_\_\_\_ Permit No.: \_\_\_\_\_

- Single-Family
- Multi-Family (Apt.)
- Multi-Family (Condo)
- Commercial (Single Business)
- Commercial (Multi-Businesses)
- Mixed-Use
- Public Right-of-Way

### Code Compliance

The following code requirements shall be incorporated into the permit plans/documents prior to permit issuance:

- **Residential EV Charging** shall comply with **CAL-Green Code Sections 4.106.4 through 4.106.4.3.**
- **Non-Residential EV Charging** shall comply with **CAL-Green Code Sections 5.106.5.3 through 5.106.5.4.1.**
- **EV Charging Stations** shall comply with the **accessibility requirements of the California**
- **Building Code (CBC) Chapter 11B**, including Sections **11B-228.3 through 11B-228.3.2.1 and 11B-812 through 11B-812.10.4.**

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## EVSE INSTALLATION DETAILS

### Location and Number of EVSE to be Installed:

Garage \_\_\_\_\_ Parking Level(s) \_\_\_\_\_ Parking Lot \_\_\_\_\_ Street Curb \_\_\_\_\_

### Description of Work:

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Applicant Name: \_\_\_\_\_

Applicant Phone & Email: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

License Number & Type: \_\_\_\_\_

Contractor Phone & Email: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Owner Phone & Email: \_\_\_\_\_

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### EVSE Charging Level:

Level 1 (120V)     Level 2 (240V)     Level 3 (480V)

Maximum Rating (Nameplate) of EVSE: \_\_\_\_\_ kW    Voltage: \_\_\_\_\_ V

Manufacturer of EVSE: \_\_\_\_\_

### Mounting Type:

Wall Mount     Pole/Pedestal Mount     Other: \_\_\_\_\_

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## ELECTRICAL SPECIFICATIONS

### System Voltage:

120/240V, 1 $\phi$ , 3W     120/208V, 3 $\phi$ , 4W     120/240V, 3 $\phi$ , 4W

277/480V, 3 $\phi$ , 4W     Other: \_\_\_\_\_

Main Electrical Service Equipment Rating: \_\_\_\_\_ Amps

Panel Supplying EVSE (if different): \_\_\_\_\_ Amps

Circuit Rating for EVSE: \_\_\_\_\_ Amps / \_\_\_\_\_ Poles

AIC Rating of EVSE Breaker (if not Single-Family/400A): \_\_\_\_\_ AIC

*(or verify in field with inspector)*

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## LOAD CALCULATIONS

Connected Load     Calculated Load     Demand Load

- **Connected Load of Existing Panel:** \_\_\_\_\_ Amps
- **Calculated Load of Existing Panel:** \_\_\_\_\_ Amps
- **Demand Load (utility reading):** \_\_\_\_\_ Amps
- **Total Load (Existing + EVSE):** \_\_\_\_\_ Amps

For Single-Family Dwellings - If no load data is available, use the “Single-Family Residential Permitting Application Example” in the Governor’s Office of Planning and Research “Zero Emission Vehicles in California: Community Readiness Guidebook” <https://www.opr.ca.gov>

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## CONDUCTOR SIZING

**EVSE Rating:** \_\_\_\_\_ Amps × 1.25 = \_\_\_\_\_ Amps →

**Minimum Ampacity of EVSE Conductor:** # \_\_\_\_\_ AWG

**Size of Existing Service Conductors (Single-Family):** # \_\_\_\_\_ AWG or kcmil

– or –

**Size of Feeder Conductors to EVSE Panel:** # \_\_\_\_\_ AWG or kcmil

*(or verify with inspector in field)*

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I hereby acknowledge that the information presented is a true and correct representation of existing conditions at the job site, and that any life-safety concerns may require further substantiation.

**Signature of Permit Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_